



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
BOARD OF HOME INSPECTORS

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

PUBLIC MEETING NOTICE:	BOARD OF HOME INSPECTORS
DATE AND TIME:	Tuesday, November 17, 2015 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, DE Cannon Building, Second-Floor Conference Room B
APPROVED:	January 12, 2016

MEMBERS PRESENT

Tim Harriger, Professional Member
Jay "Wes" Mast, Professional Member
Joyce Edwards, Public Member

MEMBERS ABSENT

Donald E. Pyle, Sr., Professional Member, Chair
Dennis Theoharis, Public Member, Vice Chair

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Singh, Deputy Attorney General
Meaghan Jerman, Administrative Specialist II
Gayle MacAfee, Deputy Director

PUBLIC PRESENT

None

CALL TO ORDER

Mr. Mast called the meeting to order at 9:11 a.m.

REVIEW AND APPROVAL OF MEETING MINUTES

The Board reviewed the meeting minutes from the October 13, 2015 meeting. Mr. Harriger made a motion, seconded by Ms. Edwards, to approve the minutes as written. The motion carried unanimously.

UNFINISHED BUSINESS

Conclusion of Rules and Regulations Hearing

The proposed regulations reiterate that a trainee home inspector must obtain his/her trainee registration prior to performing any supervised home inspections. Ms. Jerman confirmed that she did not receive any public comment. Mr. Harriger made a motion, seconded by Ms. Edwards, to adopt the proposed rules and regulations changes as proposed and published.

Audits Conducted for 2015 Renewal

The Board reviewed the audit documentation of those who were randomly selected for an audit of their continuing education. One licensee has not replied to the audit notice. Ms. Jerman advised that Board that a final audit notice was sent to this licensee and if no response is received he will be referred for a Rule to Show Cause hearing before the Division's Administrative Hearing Unit. The Board discussed if when a licensee is claiming the supervision of a trainee for continuing education, if the supervisor should submit a copy of the log for supervision. Ms. Singh clarified that the regulations do not require this, and that the Division is able to confirm the supervision of the trainee through their licensing software.

NEW BUSINESS

Review of Applications

None

Ratification of Issued Licenses

None

Complaint Status

Complaint 39-02-14 has been assigned to Mr. Mast.

Correspondence

None

OTHER BUSINESS BEFORE THE BOARD (for discussion only)

None

PUBLIC COMMENT

None

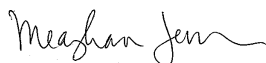
NEXT MEETING

The next Board meeting will be at **9:00 a.m. on Tuesday, January 12, 2016 Conference Room B** located on the second floor of the Cannon Building at 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business to discuss, Mr. Harriger made a motion, seconded by Ms. Edwards, to adjourn the meeting at 9:30 a.m. The motion carried unanimously.

Respectfully Submitted,



Meaghan Jerman
Administrative Specialist II

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.